

TAB

25 YEAR RE-REVIEW

*Office Memorandum* • **CONFIDENTIAL** UNITED STATES GOVERNMENT

TO : Chief, Plans and Policy Staff

DATE: 28 June 1956

FROM : Chief, Intelligence School

SUBJECT: Weekly Activities Report #26  
22 June through 28 June 1956

1. SIGNIFICANT ITEMS - None.

2. OTHER ACTIVITIES

a. Basic Orientation

(1) Basic Orientation #30 ended on 22 June. Of the fifty-six students enrolled in the Communism phase of the course, 16 received grades of Superior, 16 Excellent, 23 Satisfactory, and 1 Failure.

(2) Several changes have been made in the course curriculum for Basic Orientation #31. Two lectures have been combined into one presentation, "Policy and National Intelligence Estimates." The lecture on "Introduction to Espionage and Counterespionage" has been expanded into two lectures. "Photo Intelligence" has been omitted, and a new lecture, "Clandestine Party Organization," has been added.

(3) On 26 June Mr. [redacted] 25X1 attended a State Department briefing on the political situation in Italy.

b. Clerical Training

(1) During the week of 18 June there were 60 people in Clerical Induction Training and 15 people in Clerical Orientation.

(2) Beginning 25 June and continuing through August approximately [redacted] 25X1 new employees will enter on duty each week. About two-thirds of these people will be tested for clerical skills. The proportion of those tested who will be assigned to Clerical Induction Training cannot be determined, but in the past a substantial percentage of those tested have been assigned to training classes.

c. Instructor Training

25X1 [redacted] 25X1 is working this week for [redacted] 25X1 in the training of two people from [redacted] 25X1

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d. Visual Aids Staff

The weekly activities report of the Visual Aids Staff is attached.

e. Intelligence Training

(1) Eleven students are enrolled in Writing Workshop No. 8, which began 25 June.

(2) The name of the old Intelligence Principles and Methods Course has been changed to Intelligence Techniques Course, and the curriculum has been considerably revised. The Chief, JOTP has approved the proposed new curriculum for the course, which is scheduled to be given for JOT's on 30 July.

f. Administrative Training

(1) Eleven students are now registered for the Operations Support Course which is scheduled 23 July - 24 August. We are considering cancelling the course unless at least twenty students enroll for the entire five-week period.

(2) Mr. [ ] has been working on an information pamphlet, written in question and answer style, covering Overseas Allowances and Differentials.

(3) Tutorial training will be given the rest of this week to [ ], who was enrolled in Administrative Procedures #66. Because of other processing he had to withdraw from the course before completing the second week.

g. Reading Improvement

(1) Reading Improvement Course #30 started 25 June with 10 students enrolled. Offices represented are as follows: DD/P, 6; DD/S, 3; and DD/I, 1.

(2) No Cable Reading Course will be scheduled this summer since vacation schedules reduce the Cable Secretariat staff to a minimum. A course will, however, begin in October or November.

(3) Miss [ ] attended an informal meeting of government Reading Improvement instructors and training officers at the Commerce Department on 25 June. The discussion centered around the problem of defining course goals.

h. Management Training

(1) The second presentation of Operations Management for the SR Division was completed 22 June. This group appeared equally as enthusiastic as the first group. We are extremely pleased with the reception accorded both presentations.

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(2) An extra presentation of the Supervision Course for Intelligence Analysts (GS 12-14) has been scheduled for 30 July - 10 August. The formal announcement is to be included in next week's issue of the OTR Bulletin.

(3) Basic Management #26 (GS 11-13) rescheduled because of the SR presentations, will be held 9-20 July. To date 8 registrations have been received.

25X1

(4) Miss [ ] is attending a workshop entitled "Therapeutic Approach in Working With Individuals and Groups" being given at the University of Chicago.

i. Orientation and Briefing

(1) The CIA Introduction Program was conducted on 21 June for 100 people. Agency components were represented as follows: DCI, 3; DD/I, 21; DD/P, 32; DD/S, 44.

(2) On 20 June Chief/OB conducted a special briefing for persons connected with Project [ ]

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25X1

(3) Mrs. [ ] will replace Miss [ ] whose last official day of work is 29 June.

25X1

j. Personnel Notes

Nothing to report.



25X1

Chief, Intelligence School